



> Educational Development Centre > Tertiary Learning and Teaching

# Graduate Certificate in Tertiary Learning and Teaching (Level 7).

<b>Duration:</b>	The programme is offered flexibly with the expectation of completion within three years.
<b>Location:</b>	Dunedin, or distance by arrangement.
<b>Options:</b>	Part-Time
<b>Start:</b>	Various start dates throughout the year. or by arrangement.
<b>Fee*:</b>	Domestic (approx): \$382.00 per Each 10 Credit Course
<b>Application:</b>	Accepted throughout the year.

**The Graduate Certificate in Tertiary Learning and Teaching (Level 7) enables you to gain a formal teaching qualification as a learner-centred educator in the tertiary environment. This stimulating and flexible programme provides a work-based qualification, which will assist you to create, deliver and assess quality learning opportunities for students.**

**The overall intention is to support transformative developments within learning and teaching contexts. This programme is designed to support and extend those working as educators with adults.**

## ENTRY REQUIREMENTS:

It is preferable that participants are engaged in on-going teaching work with adults. Minimum entry requirements for students who wish to enrol in this graduate certificate are an undergraduate degree qualification or equivalent practical, professional or scholarly experience.

### International Students:

Must meet all stated entry requirements, plus demonstrate English language skills equivalent to an IELTS overall band score (academic) of 6.0 (with writing and speaking scores no less than 6.0 and reading and listening scores no less than 5.5).

## RECOGNITION OF PRIOR LEARNING:

Participants may apply for RPL according to the Otago Polytechnic RPL policy, AP501 Recognition of Prior Learning. The Programme Manager facilitates the assessment of RPL for courses or parts of courses. The Centre for Assessment of Prior Learning (CAPL) facilitates the assessment of RPL towards the full awarding of this graduate certificate. This is based on your significant prior knowledge and workplace experience.

## ADDITIONAL DOCUMENTATION:

Applicants must supply certified copies of proof of identity, academic records, proof of residency (where appropriate) and curriculum vitae if requested following application.

## SELECTION PROCEDURE:

All applicants who meet the entry criteria will be accepted.

## STUDENT ALLOWANCES/LOANS:

Full-time students of this programme are eligible for student loans and allowances (dependent on age and financial circumstances.) Please contact Studylink for additional information 0800 88 99 00 or visit [www.studylink.govt.nz](http://www.studylink.govt.nz)

## SUGGESTED PROGRAMME STRUCTURE:

This is a 60 credit qualification composed of four compulsory 10 credit courses and the remaining 20 credits can be gained from elective courses. If new to tertiary teaching the elective Gaining Foundation Skills for Learning and Teaching is a great starting point.

If working through the compulsory courses Learner Centred Learning provides a sound base on which to develop the other courses, then the material is all drawn together at the end in the Constructing Courses to Enhance Learning course.

The Programme Manager is available and happy to discuss your path of study and all possible flexible options.

## YOUR WORKLOAD:

Each 10 credit course equates to 100 learning hours across the length of the course. A small portion of this time is in contact with facilitators or other participants the remainder of the time is self directed.

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## QUALIFICATION STRUCTURE:

### CORE COMPULSORY COURSES:

#### **Learner Centred Learning (Level 7 – 10 Credits)**

Adult learning approaches are examined along with the creation of learner centred environments that foster active, interactive and deep learning strategies enabling students to achieve successful learning outcomes in a variety of contexts.

This is offered as a combination of workshops and on-line learning.

**Course Dates:** March 31 to June 26

**Workshop Dates:** March 31, April 7 and 28, May 5, 12 and 19 – Tuesdays (10.00am to 12.00pm)

#### **Flexible Learning (Level 7 – 10 Credits)**

This course enhances the understanding of flexible teaching and learning principles and processes, and their application to the design of flexible learning practices.

This is offered on-line with face-to face workshops to be negotiated.

**Course Dates:** March 16 to June 26

#### **Assessing and Evaluating for Learning (Level 7 – 10 Credits)**

Participants are exposed to a range of learner centred assessment theories, principles and practices which enable them to design or select, and implement appropriate assessment tools.

This is offered as a combination of workshops and on-line learning.

**Course Dates:** August 6 to November 27

**Workshop Dates:** August 6, 13, 20 and 27, September 3, 10 and 17 - Thursdays (10.00am to 12.00pm)

#### **Constructing Courses to Enhance Learning (Level 7 – 10 Credits)**

Participants are assisted to design flexible learner centred courses and integrated programmes, linking outcomes with learning, assessment and professional needs.

This is offered as a combination of workshops and on-line learning.

**Course Dates:** July 24 to November 27

**Workshop Dates:** July 24, September 11 and October 23 - Fridays (9.00am to 12.00pm)

### ELECTIVE COURSES:

#### **Gaining Foundation Skills for Learning and Teaching (Level 5 – 10 Credits)**

This course provides an introduction to adult learning styles, basic teaching and learning strategies, preparation of an education session and core assessment principles and practices.

This is offered as a three day block workshop followed by on-line learning.

**Course Dates:** February 10 to April 9

**Workshop Dates:** February 10 to 12 - Tuesday to Thursday (9.00am to 3.00pm)

#### **Assessing for Prior Learning (Level 7 – 10 Credits)**

This course offers understandings into the principles and practices of recognising prior learning. It explores how evidence can be gathered and presented and sound assessment decisions made.

This is offered online with negotiated individual support; or with negotiated workshops if there is a demand. If interested in this option please discuss with the Programme Manager. Enrolment is available throughout the year.

#### **Writing for Journal Publication Level 7 – 10 Credits)**

This course provides participants with a scholarly writing framework and support strategies to enable them to transform aspects of their practice and/or research into publishable journal articles.

This is offered by Maxine Alterio as a series of workshops, self-directed and on-line learning.

**Course Dates:** April 29 to October 31

**Workshop Dates:** April 29, May 27 and August 5 - Wednesdays (10.00am to 4.00pm) and May 13, August 26 and September 9 - Wednesdays (9.00am to 12.00pm) and October 7 - Wednesday (11.00am to 12.00pm)

#### **Special Topic at Levels 5, 6 or 7 (Level 5, 6 or 7 – 5 or 10 Credits)**

This course offers the opportunity for participants to undertake individualised study focusing in depth on a particular aspect of tertiary learning and teaching of the participant's choice. If interested in this option please discuss with the Programme Manager. Enrolment is available throughout the year.

\*DISCLAIMER: While every effort is made to ensure that this sheet is accurate, Otago Polytechnic reserves the right to amend, alter or withdraw any of the contained information. The fees shown in this document are indicative ONLY. Both domestic and international fees are subject to change and are dependent on the development and implementation of Government policies. Please note that additional fees may from time to time be required for external examination, NZQA fees and/or additional material fees.